



# CAMP COUNSELOR APPLICATION 2020

**LOCATION:** Camp Algonquin of Woodcliff Lake  
Seasonal Summer Day Camp offering Half Day and Full Day sessions  
@ The Old Mill Pool

**PART TIME** – Hours may vary: 20-37.5 hrs. Per week, Mon-Fri Only

**DURATION:** June 22 - July 31 (6 weeks) NO CAMP JULY 3

**HOURS:** 8:30am – 4:00pm

**Please only apply if you:**

**1: Can work the full 6 weeks or 5 weeks**

**2: Are 15+**

**NATURE OF POSITION:** As a seasonal summer camp counselor you are responsible for facilitating programs, activities, and games at camp. Being an active part of all camp activities. Responsible for knowing the location of your campers always. Promote a positive, healthy, and FUN environment for the campers. Provide leadership and support fellow counselors. Encourage Camp Algonquin's core values: honesty, respect, responsibility, and compassion.

**QUALIFICATIONS:** Interested in working with youth daily. Must be able to communicate effectively with campers, parents and staff. **Be at least 15 years of age.** CPR and First aid certification maybe required (will provide if needed). All staff over the age of 18 will be required to undergo a background check.

**\*\*Any applicant employed by the Borough under the age of 18 must have working papers on file with the Recreation Department**

**Woodcliff Lake Parks and Recreation Department  
188 Pascack Road, Woodcliff Lake, NJ 07677  
(201) 391-4977 x 219 office / (201) 391-8830 fax**



## CAMP COUNSELOR

[www.wclnj.com](http://www.wclnj.com) / [parkandrec@wclnj.com](mailto:parkandrec@wclnj.com)

Thank you for your interest in  
WCL Parks and Recreation 2020 Seasonal Position

- All positions are paid hourly only for the hours you work
- First Aid/CPR training/certification maybe required of certain staff members.
- Background checks will be required for staff members 18 years and older.
- ALL STAFF Pre-Summer Orientation is TBD

**The application deadline is May 1st, no exceptions.**  
**Please complete the application; mail or drop off to  
the address listed above.**

### **\*ATTENDANCE POLICY\***

Since staff absences can adversely affect site operations as well as coworkers and campers, an excellent attendance record is expected of all employees. We ask that you inform the relevant authority of our absence at least 24 hours in advance. Unexcused absences could result in your termination of employment.



## CAMP COUNSELOR

# Woodcliff Lake Parks and Recreation 2020 Seasonal Employment Application

### PERSONAL DATA

Full Name: \_\_\_\_\_ T-Shirt Size: \_\_\_\_\_

Social Security #: \_\_\_\_\_ DOB: \_\_\_\_\_

Address: \_\_\_\_\_ Town: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_ Grade Fall 2020: \_\_\_\_\_

### EMERGENCY CONTACT

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Town: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

### EDUCATION

Elementary: \_\_\_\_\_ Years Completed: \_\_\_\_\_

High School: \_\_\_\_\_ Years Completed: \_\_\_\_\_

College: \_\_\_\_\_ Years Completed: \_\_\_\_\_

Major Course of Study: \_\_\_\_\_ Degree: \_\_\_\_\_

Extra Curricular Activities: \_\_\_\_\_



## CAMP COUNSELOR

### EMPLOYMENT INFORMATION

Position applying for: **CAMP COUNSELOR**

**Circle one: NEW or RETURNING**

**Returning: What year (s) did you work?:** \_\_\_\_\_

What week you cannot work: \_\_\_\_\_

What activities are you interested in? eg: Sports, Arts & Crafts, etc:

Which age group do you prefer to work with? 4-5\_\_\_\_6-7\_\_\_\_8-9\_\_\_\_10-12 \_\_\_\_

Will you be at least 18 years old by May 2019? If you answered, No?

Working papers will be needed from your school (unless we have on file.) Please indicate if you need working papers: \_\_\_\_\_

Are you First Aid/CPR trained?\_\_\_\_\_Expires:\_\_\_\_\_ (attach card)

List present and past employment, beginning with your most recent:  
(Name, address, phone, position & supervisor name and number)

### REFERENCES

List three adults who are not relatives. We may contact them. Name, phone, relationship & year's known.

### TELL US ABOUT YOU

Please write a summary on why we should hire you as a seasonal staff member this year.

Applicant Name & Signature: \_\_\_\_\_



## CAMP COUNSELOR

### Photo Release

On occasion, WCL Parks & Recreation will use photographs of campers (counselors, lifeguards, gate attendants maybe in the pictures) engaged in fun activities to highlight our programs in brochures, camp journals, webpages, press releases, and other marketing materials. No personal information about anyone in the pictures will be shared.

### Parent/Guardian Authorization (*Signed by Parent if under 18 years of age*)

My child, \_\_\_\_\_, has permission to participate in all activities as a camp counselor, lifeguard, gate attendant or CIT. My signature indicates this application is made with full approval of parent/guardian. I further give permission to WCL Parks and Recreation employees and agents to seek and obtain emergency care for my child in my place if deemed necessary and that transportation maybe provided by private or public motor vehicles furnished by WCL Parks and Recreation personnel, volunteers or third parties. Every effort will be made to contact the emergency contact written on this form.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

**PLEASE READ AND SIGN:** Completion of this application indicates permission to review background with previous employers and references provided on this application or in writing elsewhere. *It is understood that the Employer will complete a background check on those 18+. Please note that employment does not guarantee employment in subsequent years. All seasonal positions are “seasonal” your employment ends at the end of the summer.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_